

# **Indiana Joint Asthma Coalition**

## **Meeting Minutes**

Thursday, April 7, 2005

2:00 – 4:00 PM

Rice Auditorium (Lower Level)

Indiana State Department of Health

2 North Meridian Street

### **I. Dr. Fred Leickly**

- A. Welcomed everyone to the meeting
- B. Robin Costley, Chair of Public Education Workgroup resigned. Dr. Leickly thanked her for her hard work with InJAC and help in development of the State Asthma Plan. InJAC is looking for someone to replace her.

### **II. Dr. Judith Ganser**

- A. Introduction of State Health Commissioner, Dr. Judith Monroe
  - a. Dr. Monroe gave an overview of the Indiana State Asthma Plan
  - b. Indiana plans on decreasing burden of asthma with the plan
  - c. Dr. Monroe is also the Director of the Medicaid Office

### **III. Presentation**

- A. By Anita Wood Gaillard, Director of Community Programs, Indiana Tobacco Prevention & Cessation
- B. Secondhand Smoke – Health, Economics, and Solutions
- C. (Copies of Handout Available Upon Request)

### **IV. Presentation**

- A. By American Lung Association of Indiana (ALA-I) staff
- B. Kristi Rees, Community Relations Director, gave overview and flyers on “Victory Over Asthma Walk”
- C. Nancy Turner, CEO
  - A. Brief Overview on how ALA-I can help with implementation of the State Asthma Plan
  - B. Overview of changes taking place at ALA-I
  - C. Lung Centers
    - a. 12 Centers throughout the state/ALA-I holds contracts with the facilities
    - b. Located at hospitals for now
    - c. Looking for future locations at multi-service centers and schools
    - d. Primary mission to decrease burden of lung disease (Asthma, COPD, etc.)
    - e. Public Education process being tested in state
    - f. Provides medical education and training for staff and education for patients
    - g. Primarily in rural communities now
    - h. Receive money from national funding, fundraisers, and other sources
- D. Asthma Educator Workshops
- E. Research Opportunities
- F. Lung Health Education for schools program
- G. Corporate relationships have been built throughout the state that would be beneficial in helping to implement the state plan
- H. Website: [www.lungin.org](http://www.lungin.org) for more information
- I. Dr. Fred Leickly: Welcomed ALA-I and their support of the State Asthma Plan

**V. Report from By-laws committee**

- A. By Cindy Woodruff
- B. Committee has been working on a draft and looked at what other states by-laws and other coalition's by-laws
- C. Cindy suggested to adopt Robert's Rules of Orders to aid in making future decisions
  - a. Motion made to adopt Robert's Rules of Orders
  - b. InJAC members voted in Robert's Rules of Orders

**VI. CDC Report and Logic Model Presentation**

- A. By Dr. Judith Ganser
- B. Updates on state asthma program with Centers of Disease Control (CDC)
  - a. Cindy Woodruff and Dr. Ganser attended a grantee meeting in Denver, February 2005
  - b. We do not have to reinvent the wheel. We can use models of other states and build upon theirs.
  - c. CDC has a list of models and products available from different states
  - d. CDC meeting discussed problems/struggles other coalitions have faced in the past.
  - e. Asthma program will apply for Enhanced Planning Grant (we will call it Beginning Implementation Phase)
  - f. State will apply for \$350,000/year for 3 years grant
  - g. This year is a transition year.
  - h. State Asthma Plan has been approved by previous Health Commissioner. We need to show how we will implement the plan to the CDC.
  - j. Funding will help to implement workgroups ideas and objective
    - aa. Use consultants/contractors/hire staff
    - bb. The workgroups help will be needed to implement the plan and please recruit other people to help
  - k. Interventions must be evidence based and **not** original research.
  - l. We need to apply for the grant by April 30<sup>th</sup>.
  - m. Guidelines not out from the CDC (running late), but state will complete grant asap.
- C. Power Point presentation of "Logic Models" done by Dr. Judith Ganser
  - a. We will use logic models to help get the workgroups started with implementation.
  - b. Logic models look at Long-term Outcome (Goal), Short-term, Mid-term or Intermediate Outcome (Objective), and Activities needed to reach the goal.
  - c. Sample logic models and details on how to develop logic models within presentation.
  - d. We used the same Long-term Outcomes (Goals) for all Workgroups.
  - e. (Copies of Power Point Available Upon Request)
- D. Some concerns noted when asthma program developed sample logic models for workgroups
  - a. Timelines for workgroups need to coincide with other workgroups objectives.
  - b. One workgroup may need information from another workgroup before the workgroup can start their objective.
  - c. Some objectives may be unrealistic or may not get done by time stated.
  - d. May be able to complete objective faster than anticipated.
  - e. Plan can be modified to implement objectives if you have a good reason to modify it.
  - f. Workgroup can pick an objective to work on (take earliest objectives first).
  - g. Note: Need input by Monday from workgroups/chairs**

**VII. Future Quarterly Meeting Dates**

- A. Next Meeting is on June 23<sup>rd</sup> from 2:00-4:00 p.m. at ISDH in the 8<sup>th</sup> Floor Training Room
- B. September 22<sup>nd</sup> from 2:00-4:00 p.m. at ISDH in the Rice Auditorium
- C. December 8<sup>th</sup> from 2:00-4:00 p.m. at ISDH in the 8<sup>th</sup> Floor Training Room

### **VIII. General Information**

- A. Ideas for presentations and speakers are needed from the members. Please give your suggestions to Dr. Leickly or the state asthma program staff.
- B. Please fill out evaluations before you leave today.
- C. Steering Committee Meeting Update
  - a. Development of InJAC letterhead needed
- D. Dr. Noreen Clark from University of Michigan can be a possible speaker on coalition development.
- E. Amy Friedman, MPH from Allies Against Asthma Coalition for information/ideas on coalitions can be a possible speaker.
- F. World Asthma Day held this year on Saturday, April 30<sup>th</sup> at Glendale Mall
- G. Dr. Ganser states that workgroups can have chairs and co-chairs to share responsibility.
  - a. HCP workgroup will need to work with managed care organizations
  - b. Please recruit members for InJAC

**\*\*\*\*At the end of session workgroups met in groups to discuss the following questions handed out and the sample logic models.\*\*\*\***

- 1) What objectives from the state asthma plan are you working on for this year?
- 2) What input/resources will you need to carry out your objectives?
- 3) What steps will you take to implement your objectives?